

At the Regular Meeting of the Greenville County Water and Sewer Authority, Monday, July 6, 2020, with Regular Session beginning at the conclusion of the Board of Supervisors meeting, via Live Stream due to the COVID-19 Pandemic, in the Board Room of the Greenville County Government Center, 1781 Greenville County Circle, Emporia, Virginia

Present: William B. Cain, Chairman
James R. Brown, Vice-Chairman
Tony M. Conwell
Belinda D. Astrop

Chairman Cain called the meeting to order.

In Re: Closed Session

Chairman Cain recommended the Authority go into Closed Session, Section 2.2-3711 (a)
1) Personnel Matter.

Mr. Conwell moved, seconded by Mr. Brown, to go into Closed Session, as recommended. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Regular Session

Mr. Cain recommended the Authority return to Regular Session.

Mr. Conwell moved, seconded by Mr. Brown, to go into Regular Session. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Certification of Closed Meeting – Resolution #WS-20-48

Mr. Conwell moved, seconded by Mr. Brown, to adopt the following Resolution. A roll call vote was taken, as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

RESOLUTION #WS-20-48
CERTIFICATION OF CLOSED MEETING

WHEREAS, the Greenville Water and Sewer Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Greenville County Water and Sewer Authority that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE, BE IT RESOLVED that the Greenville County Water and Sewer Authority hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Greenville County Water and Sewer Authority.

In Re: Approval of Agenda

Chairman Cain recommended approval of the Agenda with no added items.

Mr. Conwell moved, seconded by Mr. Brown, to approve the Agenda, as submitted. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Approval of the Consent Agenda

Chairman Cain recommended approval of the Consent Agenda.

In Re: Approval of Minutes for the meeting of June 15, 2020.

Warrants:

Approval of Total Accounts Payable for July 6, 2020, in the amount of, \$137,333.24

Approval of General Accounts Payable, in the amount of, \$132,262.97
Approval of Special Projects, in the amount of, \$5,070.27

Approval of Payroll for June 30, 2020, in the amount of, \$103,301.47

Mr. Brown moved, seconded by Mr. Conwell, to approve the Consent Agenda. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Resolution #WS-20-49, COVID-19 – Extension of the Suspension of Penalties, Fees and Service Disconnections

Mr. Glen Gibson, Assistant Director, addressed the Authority and read the following resolution into record. He then requested approval of Resolution #WS-20-49.

**RESOLUTION #WS-20-49
COVID-19 – EXTENSION OF THE SUSPENSION OF PENALTIES, FEES AND
SERVICE DISCONNECTIONS**

WHEREAS, On June 12, 2020, the State Corporation Commission (SCC) ordered an extension of the suspension of utility penalties, fees and service disconnections through August 31, 2020 due to the COVID-19 Virus; and

WHEREAS, In compliance with the SCC extension order, Greenville County Water & Sewer Authority extends the suspension of penalties, fees and service disconnections through August 31, 2020; and

WHEREAS, the essential water and sewer services provided by GCWSA are funded through revenues generated from metered sales. Although penalties, fees and service disconnections have been suspended during the time period covered in the initial SCC order and extension orders, charges are accruing and customers are responsible for payment of their water and sewer bill.

IT IS, THEREFORE, HEREBY RESOLVED, that the Greenville County Water & Sewer Authority approves the following:

1. Past due utility payments shall be made in full by September 8, 2020.
2. Service disconnections for non-payment and reconnection fees will resume September 9, 2020; and
3. Late payment penalties, will be applied to past due accounts as of September 22, 2020.

4. Customers who have suffered a documented substantial loss of income due to the COVID-19 virus are encouraged to contact the GCWSA business office and apply for a Cares grant. If approved the grant funds will be applied to the customers past due utility charges.

Mr. Brown moved, seconded by Mr. Conwell, to approve Resolution #WS-20-49. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Resolution #WS-20-50 - Water And Wastewater Chemicals

Mr. Gibson addressed the Authority and read Resolution #WS-20-50 into record. He then requested approval of the following resolution.

**RESOLUTION#WS-20-50
WATER AND WASTEWATER CHEMICALS**

WHEREAS, Greensville County Water and Sewer Authority (“GCWSA”) solicited sealed bids for the provision of specific chemicals to be used in the water and wastewater operations of GCWSA; and

WHEREAS, Brenntag Mid-South, Inc., and Water Guard, Inc., submitted identical bids to GCWSA; and

WHEREAS, Virginia Code Section 2.2-4324.A., provides that, in the case of a tie bid, preference shall be given to goods produced in Virginia, or goods provided by Virginia persons, firms or corporations; and

WHEREAS, the business office of Brenntag Mid-South, Inc., is located in Bedford, Virginia, and the business office of Water Guard, Inc., is located in Wilson, North Carolina; and

IT IS, ACCORDINGLY, HEREBY RESOLVED, by the GCWSA Board of Directors (“Board”) as follows:

1. The bid of Brenntag Mid-South, Inc., the business office of which is located in Virginia, is hereby determined to be the successful bid.
2. The Board hereby declares its intent to accept the bid of Brenntag Mid-South, Inc., and award a contract to it, on or after July 17, 2020.
3. The Chairman of the Board is hereby authorized and directed to execute and deliver a contract with Brenntag Mid-South, Inc., together with other necessary documents, and to provide Brenntag Mid-South, Inc., a copy of this resolution as notification of the July 17, 2020, effective date.

On July 7, 2020, GCWSA shall notify all bidders of the Board's decision to accept the bid of Brenntag Mid-South, Inc., as aforesaid, and to award a contract to Brenntag Mid-South, Inc., effective on July 17, 2020.

Mr. Brown moved, seconded by Mr. Conwell, to approve Resolution #WS-20-49. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Resolution #WS-20-51 – Award of Chemical Bids

Mr. Gary Mitchell, Utility Maintenance Supervisor, stated that the Authority purchased a large number of chemical products for water and wastewater treatment. He stated that bids were received on June 16, 2020 for 22 different products. He further stated that bid prices would be in effect from August 1, 2020 until July 31, 2021. Mr. Mitchell stated that Staff recommended the Authority adopt the following resolution.

**RESOLUTION #WS-20-51
WATER AND WASTEWATER CHEMICALS**

WHEREAS, Greensville County Water and Sewer Authority ("GCWSA") issued a "Request for Sealed Bid" to solicit bids for provision of specific chemicals to be used in the water and wastewater operations of GCWSA; and

WHEREAS, GCWSA has reviewed the bids received and will award a contract to the each responsible and responsive bidder named below, for the chemicals identified after the name of each bidder.

IT IS, THEREFORE, HEREBY RESOLVED by the GCWSA Board of Directors ("Board") as follows:

- a. That the Board hereby accepts the responsive and responsible bids from the following bidders for provision of the following chemicals:
 1. Brenntag Mid-South, Inc.: Hydrofluorosilicic Acid 23-25% 550 drum and Hydrogen Peroxide 50% 55gal. drum.
 2. Garrison Minerals: Magnesium Hydroxide 50% - minimum 45,000- lbs bulk tanker and Magnesium Hydroxide 50- lb Bags.
 3. Suffolk Sales: Aluminum Sulfate Tanker 48.5% - 45,000 - lb tanker
 4. George S. Coyne Chemical Company: INC. Sodium chlorite 25% - 55gallon drums.
 5. Univar USA, Inc.: Chlorine -150 lb cylinders, Caustic Soda 25% - 45,000 lb Tanker, Nonionic Polymer Stockhausen Praestol N3100 LTR 5 gallon pails, Polymer Everfloc 4068 - 55 gal drum, Sulfur Dioxide - 150 lb cylinders,

Ammonium Hydroxide 19%, 55 gal. Drums, Ammonium Sulfate 40%, 55 gal. Drums, Dechlor Tablets 35% - 45lb pail, Sodium Bisulfite 38 -39% 15 gal. Drum, SPEC1251H - 250 Gallon Tote.

6. Water Guard, Inc.: Sodium Hypochlorite 12.5% bulk delivery max 1,200 gallons, Sodium Hypochlorite 12.5% bulk delivery less than 500 gallons, Sodium Hypochlorite 12.5% 55 gallon drums, Sodium Hypochlorite 12.5% 15 gallon drums, Sodium Bisulfite 38-39% 55 gal, Aluminum Sulfate 48.5% - liquid bulk delivery less than 500 gal.
 7. Sludge Enhancement Consultants, Inc. (SPEC): Polymer- SPEC – 6241 -250 gal. totes
- b. That the Board hereby states its notice of intent to award a contract to each responsive and responsible bidder as aforesaid, effective on July 17, 2020, each of which contract awards will be contingent on there being no protest lodged to the bid award on or before July 17, 2020.
 - c. That the Chairman of the Board is hereby authorized and directed to execute and deliver a contract with each responsive and responsible bidder as aforesaid, together with other necessary contract documents, and to provide each responsive and responsible bidder a copy of this resolution as notification of the July 17, 2020, effective date, and the contingency regarding protest.
 - d. That on July 7, 2020, the Secretary of the Board shall notify all other bidders of the Board's decision to accept each bid as aforesaid, and to award a contract to each responsive and responsible bidder as aforesaid, effective on July 17, 2020.

Supervisor Conwell moved, seconded by Mr. Brown, to approve Resolution #WS-20-51. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Greenville County Water and Sewer Authority Security Policy and Technology Use Guidelines

Mrs. Parson addressed the Authority stating that the Policy and Technology Guidelines were the same as presented in the Board of Supervisors Meeting. She then requested approval.

Supervisor Conwell moved, seconded by Supervisor Astrop, to approve the Greenville County Water and Sewer Authority Security Policy and Technology Use Guidelines. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

In Re: Authorization to Advertise the Utility Maintenance Worker I Position

Mr. Mitchell addressed the Authority stating that since February 2020, the GCWSA had been without a Utility Maintenance Worker I. He stated that the previous worker acquired a position at the Three Creek Wastewater Treatment Plant and with the loss of the worker, it had put much strain on the maintenance department. He also stated that GCWSA Crew Leader, Mr. Scott Swenson, had advised him of several concerns regarding why someone needed to be hired. Mr. Mitchell stated that Staff was requesting to refill the position now to help keep up with the demands and growth of the system. He then stated that Staff was also requesting a change in the job description regarding the age requirement from 18 years old to 21 years old.

Mr. Conwell moved, seconded by Mr. Brown, to accept Staff's recommendations. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

Re: Adjournment

There being no further business to discuss, Mr. Conwell moved, seconded by Mr. Brown, to adjourn the meeting. A roll call vote was taken as follows: Mrs. Astrop, aye; Mr. Brown, aye; Mr. Conwell, aye and Chairman Cain, aye.

William B. Cain, Chairman
Greensville County Water and Sewer Authority